



Manager's Report

for Council Meeting of June 28, 2005

FINANCE

Listed below are new businesses licensed during this period:

Business Name

Ann Teresa Thomas, MA Yoga & Healing Services
Apex Custom Homes
Ashley Cleaners
Brando Productions
Conmed
DC BA Law, PLLC
Della's
E M Global
Hamilton Management, LLC
Henze Communications
Living with Spirit, LLC
Pam's Child Care
Patterson, Mary Alice
Revintaged, LLC
Special Events Rentals, LLC
U S Nails Merchant Service

HUMAN RESOURCES

New hires and terminations for the period of June 4 to June 20, 2005

New Hires

Katie Kurtz

Position

Outdoor Facilities Supv.

Department

Parks & Rec.

Promotions

Lyndon Johnson
Michael Greene
Thomas Thompson
Francis Ojeda
Edward Warf Jr.
Linda Fountain
Troy Swartwout
William Allison Jr.

Utility Plant Operator
Police Officer II
Police Officer III
Police Officer III
Police Officer III
Recreation Program Supv.
Maintenance Worker II
Maintenance Worker II

Utilities
Police
Police
Police
Police
Parks & Rec.
EPW- Streets
EPW-Streets

Separations

Eddie Utterback
Rachael Elsea

Utility Plant Oper. Trainee
Front Desk Clerk

Utilities
Parks & Rec.

Manager's Report
PLANNING, ZONING & DEVELOPMENT

-2-

June 28, 2005

PLANNING DIVISION

DIVISION OF CURRENT PLANNING PLAN REVIEW ACTIVITY			
PLANS REVIEWED DURING THE PERIOD OF: JUNE 7, 2005 – JUNE 20, 2005			
Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
John T. Tinney Property (405 Lafayette Terrace) TLMS-2005-0001	Minor Subdivision Plat	1 st	Proposal to subdivide one single family detached residential lot into 2 lots.
Barber & Ross (Loudoun County Temporary Park & Ride) TLDW-2005-0004	Development Plan Waiver	2 nd	Proposal to construct a temporary parking for a Loudoun County park and ride lot.
Western Loudoun Medical Center	Sketch Plan	2 nd	Proposal to construct a 95,000 square Foot building for medical office use.
Comfort Suites	Sketch Plan	1 st	Proposed building expansion and parking.
Truckers Supply	Request for Preliminary/Final Development Plan Authorization	2 nd	
Star Pontiac, Buick, GMC Building Expansion TLPF-2004-0013	Preliminary/Final Development Plan	3 rd	Proposal to construct an addition onto an existing auto sales building.
Jerry's Chevrolet @ East Market Street DP 2002-16	Revision to Approved Plan	5 th	
Henderson Property (115 Prince Street) TLPS-2005-0001	Sketch Plan	2 nd	Proposal to subdivide 2 existing lots into 5-6 single family detached residential dwelling lots and related improvements including a public street.
Potomac Station Retail, Parcel B (RPB-728-LC) TLES-2005-0011	Easement Plat	1 st	Proposal to revise certain easements in conjunction with proposed revisions to the approved development plan.
Potomac Station Retail, Parcel B TLRD-2005-0004	Revision to Approved Development Plan	3 rd	Proposal to extend sanitary sewer and water to an adjoining property.
Dulles Greenway/Battlefield Parkway Interchange	Request for P/F Development Plan Authorization	1 st	Construction of interchange for Dulles Greenway/Battlefield Parkway including section of Battlefield that extends to Evergreen Mill Road in relation to the Oaklawn at Stratford.
Phillip Bolen Memorial Park	Loudoun County Site Plan Referral	1 st	Proposal to initially construct some recreation ball fields and related parking infrastructure as part of a larger recreational complex.

PLANS ACCEPTED FOR REVIEW DURING THE PERIOD OF: JUNE 7, 2005 – JUNE 20, 2005			
Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
Barber & Ross (Loudoun County Temporary Park & Ride) TLDW-2005-0004	Development Plan Waiver	2 nd	Proposal to construct a temporary parking for a Loudoun County park and ride lot.
Jerry's Chevrolet @ East Market Street DP 2002-16	Revision to Approved Plan	5 th	
Potomac Station Retail, Parcel B TLRD-2005-0004	Revision to Approved Development Plan	2 nd	Proposal to divide Building F into four tenant spaces.
Potomac Station Retail, Parcel B TLRD-2005-0004	Revision to Approved Development Plan	3 rd	Proposal to extend sanitary sewer and water to the adjoining property.
Leegate Office	Sketch Plan	1 st	

Manager's Report**-3-****June 28, 2005**

Leesburg Plaza Shopping Center TLRD-2005-0007	Revision to Approved Development Plan	1 st	Proposal to construct certain sewer line revisions.
Western Loudoun Medical Center	Sketch Plan	1 st	Proposal to construct a 95,000 square feet building for medical office use.
Turner Wilson (100 block Lawson Rd, SE) TLCS-2005-0001	Correction Plat	2 nd	Subdivision of parcel into 16 single family detached residential dwelling unit lots.

**PLANS APPROVED OR RECORDED DURING THE PERIOD OF:
JUNE 7, 2005 – JUNE 20, 2005**

Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
Oaklawn at Stratford – Townhouses TLPS-2004-0002	Preliminary Subdivision Plat	2 nd	Conditionally Approved by the Planning Commission.

**PLANS ON PLAN REVIEW LIST FOR REVIEW DURING THE PERIOD OF:
JUNE 21, 2005 – JULY 4, 2005**

Project Name (Address/Location)	Project Type	Submission Number	Proposal Description
East Stratford Residential Community Association, Inc. (RPB-761-LC) TLES-2005-0015	Easement Plat	1 st	Proposal to adjust an existing trail easement along the lake to match existing trail.
ECHO/Lawson Road Industrial Park, Parcel 1B TLPF-2004-0017	Preliminary/Final Development Plan	3 rd	Proposal to construct 258,500 square feet of buildings for warehouse use.
Potomac Crossing, Church of Latter Day Saints TLPF-2004-0022	Preliminary/Final Development Plan	2 nd	Proposal to construct a 16,000 square foot church and related infrastructure.
Potomac Crossing, Church of Latter Day Saints (4302-ESMT) TLES-2005-0014	Easement Plat	1 st	Proposal to create various easements in conjunction with the proposal to construct a 16,000 square foot church and related infrastructure.
Bernard Carlton Subdivision, Lots 1&-2 (Leesburg Veterinary Specialists) TLPF-2005-0005	Preliminary/Final Development Plan	1 st	Proposal to construct a 18,300 square foot building for a veterinary clinic.
B & M Motorcars TLSE-2005-0018	Special Exception	2 nd	Proposal to construct a 4,152 square foot building for vehicles sales and rental use.
Henderson Property (115 Prince Street) TLPS-2005-0001	Sketch Plan	3 rd	Proposal to subdivide 2 existing lots into 5-6 single family detached residential dwelling lots and related improvements including a public street.

ZONING DIVISION**Zoning Permits Issued Residential**

9 SFA – Potomac Station, Section 10 - \$45,000

Zoning Permits Issued Commercial

None

Occupancy Permits Issued Residential

5 SFA – Potomac Station, Section 10

4 SFA - Potomac Crossing

6 SFD – Stowers

1 SFD – Georgetown Mews

Occupancy Permits Issued Commercial

703-E Suite B East Market Street – Occupancy Only – Prosperity Center

SPECIAL EXCEPTIONS: 18 ACTIVE OR UNDER REVIEW FOR ACCEPTANCE

1. TLSE-2003-0007, 9 Cardinal Park Drive (Jerry's Ford): Located in the southwest quadrant of the intersection of Trailview Boulevard and Cardinal Park Drive. The applicant, John's Ford, Inc. t/a Jerry's Leesburg Ford, seeks special exception approval for an outdoor vehicle storage use on a portion of a 3.58-acre parcel. The plans were rejected for review on November 19, 2003. The applicant submitted a traffic study on November 12, 2004 and the revised application has been accepted. First submittal comments were sent to the applicant on January 31, 2005. Second submittal review comments were sent to applicant on May 20, 2005. A public hearing before the Planning Commission is scheduled for June 16, 2005 and a vote is anticipated at the July 7 commission meeting.
2. TLSE-2004-0002 Leesburg Plaza West: Located on north side of East Market Street behind the Long & Foster building. The applicant seeks special exception approval to permit a 3,663 square foot bank with three drive-thru lanes on a proposed 54,000 square foot pad site. The plans were accepted for review on February 18, 2004. The applicant has requested that staff delay review until further notice.
3. TLSE-2004-0003 Leesburg Plaza East: Located at the northwest quadrant of the intersection of Plaza Street and Market Street (in front of the Office Depot store). The applicant seeks special exception approval to permit a 3,244 square foot bank with two drive-thru lanes on a proposed 34,590 square foot pad site. The plans were accepted for review on February 18, 2004. The applicant has requested that staff delay review until further notice.
4. TLSE-2004-0008 Meadowbrook Bank Drive-Thru-EAST: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 5,000 square foot bank with a drive-thru window. The application was submitted on April 7, 2004 and officially accepted for review on May 4, 2004. Staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The Commission advised the applicant to revise the application for resubmission. A revised application was expected to be submitted around June 8, 2005. This application will track behind the rezoning application.
5. TLSE-2004-0009 Meadowbrook, Bank Drive-Thru-WEST: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 5,000 square foot bank with a drive-thru window. The application was submitted on April 7, 2004 and officially accepted for review on May 4, 2004. Staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The Commission advised the applicant to revise the application for resubmission. A revised application was expected to be submitted around June 8, 2005. This application will track behind the rezoning application.
6. TLSE-2004-0010 Meadowbrook, Convenience Store/Gas Pumps: Located along the east side of Rt.15 South, opposite Greenway Farm. The applicant, Centex Homes, requests a 7,000 square foot convenience store with 12 gas pumps. The application was officially accepted for review on May 4, 2004. The staff comments were issued on July 28, 2004 and the second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. The Commission advised the applicant to revise the application for resubmission. A

revised application was expected to be submitted around June 8, 2005. This application will track behind the rezoning application.

7. TLSE-2004-0018 Gatehouse Networks/Edwards Landing: Located along Woods Edge Drive, N.E. at the intersection of Chickasaw Place. The applicant, Gatehouse Networks, requests permission to build a 448 square foot equipment building with three satellite dishes on HOA property. The plans were submitted on June 10, 2004 and were officially rejected on June 22, 2004 due to failure to meet minimum submission requirements. The plans were resubmitted and accepted on September 20, 2004, and staff comments were issued on October 1, 2004. Second submission plans were received on January 28, 2005. Second submission referral comments were forwarded to the applicant on March 14, 2005. The Planning Commission public hearing was held on April 21, 2005. This application has been placed on hold pending determination of whether the applicant had the proper owner's authorization on the application, and whether the current owner agrees to permit the application to continue.

8. TLSE-2004-0019 Village at Leesburg – Residential Land Bay “A”: Located on the south side of Route 7, east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build 85 apartment units in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, and the second submission was received on November 4, 2004. Staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 20, 2005 and referral comments are due July 22, 2005.

9. TLSE-2004-0020 Village at Leesburg – Parking Garage #1 in Land Bay “A”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 105,000 square foot parking garage in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 20, 2005 and referral comments are due July 22, 2005.

10. TLSE-2004-0021 Village at Leesburg – Parking Garage #2 in Land Bay “A”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant KSI Services, Inc., requests permission to build a 70,000 square foot parking garage in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted

revised drawings for further review on June 20, 2005 and referral comments are due July 22, 2005.

11. TLSE-2004-0022 Village at Leesburg – Parking Garage #3 in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 49,000 square foot parking garage in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 20, 2005 and referral comments are due July 22, 2005.

12. TLSE-2004-0023 Village at Leesburg – Parking Garage #4 in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 72,000 square foot parking garage in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 20, 2005 and referral comments are due July 22, 2005.

13. TLSE-2004-0024 Village at Leesburg – Bank with Drive-Thru in Land Bay “C”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 5,000 square foot bank with 5 drive-thru lanes and an ATM in the PRC Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 20, 2005 and referral comments are due July 22, 2005.

14. TLSE-2004-0025 Village at Leesburg – Parking Garage #5 in Land Bay “E”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build a 108,000 square foot parking garage in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Planning Commission

recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 20, 2005 and referral comments are due July 22, 2005.

15. TLSE-2004-0026 Village at Leesburg – Hotel in Land Bay “E”: Located on the south side of Route 7 east of Cochran Mill Road. The applicant, KSI Services, Inc., requests permission to build an 118,000 square foot hotel with 115 rooms in the B-4 Zoning District. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 20, 2005 and referral comments are due July 22, 2005.

16. TLSE-2004-0030 Corner Stone Chapel Daycare. Located at 742 Miller Drive. SE. The applicant, trustees of the Cornerstone Chapel, seek to expand existing Special Exceptions 97-01 and 97-08 pursuant to section 3.4 of the Town of Leesburg Zoning Ordinance to add 3,600 square feet classroom space to the existing structure. First submittal comments were due March 21, 2005 and comments were sent to the applicant on April 28, 2005. Second submission items were received from applicant on May 17 and May 27 and referral comments are due June 24, 2005. A public hearing before the Planning Commission is scheduled for July 7, 2005.

17. TLSE-2005-0003 PetsMart Veterinary Hospital. Located in the Leesburg Plaza Shopping Center at the old K-Mart site, applicant Petsmart, Inc. seeks to obtain special exception approval for a 2,000 sq. foot veterinary hospital within a Petsmart retail store. The application was accepted for review on April 15, 2005. First submittal review comments are due on May 18, 2005. First submittal review comments were sent to applicant on May 19, 2005. Second submission comments were received June 20, 2005 and referral comments are due July 11, 2005.

18. TLSE-2005-0002 B&M Motor Cars. Located in the Leesburg Park Shopping Center, applicant Vasily Mulyar seeks to obtain special exception approval for vehicle sales and rental facility in the B-3 District at 911 Edwards Ferry Road comprised of a 4,152 square foot building with four service bays and outdoor vehicle sales area. The application was accepted for review on March 15, 2005. The second submission was received on May 31, 2005 and referral comments were due June 24.

REZONINGS: 5 ACTIVE

1. TLZM-2003-0005 Waterside at Leesburg: Located north of the terminus of the Dulles Greenway and east of Izaak Walton Park. The applicant, Waterside at Leesburg, LC, c/o ESDC, Inc., seeks to rezone approximately 51.5 acres from R-6, B-2 and B-3 to PRN to permit 196 residential units. The plans were accepted for processing on November 21, 2003, revised plans were submitted on May 4, 2004, and second submission reviews were forwarded to the applicant on August 3, 2004. Staff is currently waiting for plans to be resubmitted. An indefinite extension of the twelve-month review deadline was granted by the applicant and accepted by the Planning Commission on October 26, 2004.

2. TLZM-2004-0001 Meadowbrook: Located on the east side of Route 15, south of the Route 15 Bypass and west of Evergreen Mill Elementary School. The applicant, Centex Homes, seeks to rezone 324 acres from R-1 to PRC (Planned Residential Community) to permit 1,356 dwelling units and 275,000 square feet of commercial uses on the property. The application was officially accepted for review on May 4, 2004, staff comments were issued on July 28, 2004, and staff is currently waiting for plans to be resubmitted. The applicant had indicated a target date of November 15, 2004 for submission of revised plans. The second submission was received on November 19, 2004. Staff review comments were forwarded to the applicant on January 24, 2005. The Planning Commission public hearing was held on March 17, 2005. A special work session was held on March 28, 2005 to continue review. Revised plans were received on June 14, 2005 and referral comments are due July 15, 2005.
3. TLZM-2004-0005 Village at Leesburg: Located on the south side of Route 7 east of Cochran Mill Road (old Leesburg Commons property). The applicant, KSI services, Inc., seeks to rezone 158.45 acres from the I-1 District to B-4 (89.51 acres) and PRC (60.60 acres) to permit 635 residential dwelling units and 1,010,400 square feet of nonresidential uses on the property. The plans were submitted on June 11, 2004 and were officially rejected on June 24, 2004. The plans were resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, the second submission was received on November 4, 2004, and staff review comments were forwarded to the applicant on December 21, 2004. Revised plans were received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005. At its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 20, 2005 and referral comments are due July 22, 2005.
4. TLZM-2004-0007 Corner Stone Chapel Daycare. Located at 742 Miller Drive. SE. The applicant, trustees of the Cornerstone Chapel, seek to amend Proffer #10 of #ZM-58 Richlynn Development, Inc. to reduce a 25-foot side and rear setback to 20 feet in order to permit Cornerstone Chapel to build add 3,600 square feet of classroom space to an existing building. First submittal comments were due March 21, 2005. Comments were sent to the applicant on April 28, 2005. Second submission items were received from the applicant on May 17 and May 27 and referral comments are due June 24, 2005. A public hearing before the Planning Commission is scheduled for July 7, 2005.
5. TLZM-2005-0001 Harrison Park: Located at the northeast quadrant of the intersection of Catoctin Circle and Harrison Street, the property is approximately 11.65 acres in size. The applicant, Mitchell and Best Homes, proposes a mixed use community containing 352 Multi-Family units with 90 units in the two-over-two configuration that resembles townhouses. And the remaining units located in a vertical mix above the office and retail use, and 74,890 square feet of retail and office space. First review comments were due April 15, 2005. First review comments have been sent to the applicant for response on May 5, 2005 and the second submission is tentatively scheduled for July 1, 2005.

TOWN PLAN AMENDMENTS: 2 ACTIVE

1. TLTA-2003-0001 Waterside at Leesburg: Located north of the terminus of the Dulles Greenway and east of Izaak Walton Park. The applicant, Waterside at Leesburg, LC, c/o ESDC, Inc., seeks to amend the Transportation Element of the 1997 Town Plan to eliminate the extension of the Dulles Greenway from its interchange with the Route 15 Bypass to Catoctin Circle. The amendment was accepted for processing on November 21, 2003, revised plans were submitted on May 4, 2004, and second submission review comments were forwarded to the

applicant on August 3, 2004. An indefinite extension of the twelve-month review deadline was granted by the applicant and accepted by the Planning Commission on October 26, 2004.

2. TLZM-2004-0005 Village at Leesburg: Located on the south side of Route 7 east of Cochran Mill Road (old Leesburg Commons property). The applicant, KSI Services, Inc., seeks to amend the Transportation Element of the 1997 Town Plan to replace the cloverleaf interchange at the intersection of Route 7 and River Creek Parkway with a diamond interchange. The plans were submitted on June 11, 2004, resubmitted on July 21, 2004, and officially accepted for review on July 28, 2004. The first submission review comments were forwarded to the applicant on September 17, 2004, and the second submission was received on November 4, 2004. Staff review comments were forwarded to the applicant on December 21, 2004. On February 11, 2005 VDOT issued a letter approving the redesign at the interchange to a modified diamond. Revised plans were received on February 28, 2005. The Planning Commission public hearing was held on May 19, 2005 and at its regular meeting on June 2, 2005 the Planning Commission recommended denial of this application by a vote of 6-0 (1 absent). The applicant submitted revised drawings for further review on June 20, 2005 and referral comments are due July 22, 2005.

ZONING ORDINANCE AMENDMENTS:

ZOAM-2005-0001 Noise Limitations. Council initiated amendments to the Zoning Ordinance at the January 11, 2005 meeting under Resolution No. 2005-07. A public hearing before the Planning Commission is scheduled for June 16, 2005 and a vote is expected at the commission meeting scheduled for July 7, 2005.

BOARD OF ZONING APPEALS CASES

None at this time.

BOARD OF ARCHITECTURAL REVIEW CASES

At the B.A.R. meeting on June 20, 2005, 15 cases were considered, with the following result: 10 approved and one denied and four deferred for additional information. The next regularly scheduled B.A.R meeting is July 18, 2005 at 7:30 p.m.

WATER & SEWER ADMINISTRATION

During this time frame:

- 14 Public Facility Permits were issued totaling \$128,467.
- 21 work orders were issued for meter sets.
- 34 requests for occupancy inspection were issued.

Capital Projects Update:

- During this period, 8 plans were received and reviewed with one request received for water and sewer system computer modeling.
- Staff attended several meetings with developers regarding proposed development plans.
- Staff and the engineer are proceeding with preparation of the special exception application for two elevated storage tanks, one of which would be located within the town limits.
- Construction activities have begun on the Woodlea Manor Booster Station with pipeline and slab work as the first phase.

- The newly developed water maps by the GTG Group have been received and distributed to all interested parties.
- The Utility department EMS group has selected a logo, submitted their first homework assignment and attended the second workshop.
- Bids for the Utility Maintenance Building have been received and are over budget. Staff is currently meeting to discuss possible options.

UTILITY LINES DIVISION

Installations made during this period:

- Installed a 1 ½" riser on MH 187-021 on Plaza Street.

Routine Items Include:

- Turn on's and off's
- water meter readings
- complaint investigations
- rodding & cleaning sanitary sewer trouble spots
- marking water and sewer lines for contractors and citizens
- vehicle and ditch maintenance
- bush hogging
- water main flushing in main zone
- water main flushing in western zone
- sanitary sewer cleaning in SW 10 and NE 1
- sewer main cleaning at easement at Leesburg Elementary School

Summary Programs

- Performed complete maintenance on 7 fire hydrants.
- 22 new connections to the town utility system
- 2 water leak repairs
- 682 requests to locate utilities

TOWN OF LEESBURG

Full-time vacancies as of June 17, 2005

Department		Position Title	Date of Vacancy	Ad Placed	Apps Rcvd	Prelim Interview	Final Interview	Offered	Accepted
OCPM	1	Admin. Assoc. II	7/1/05	√	√				
Eng & PW	1	Senior Engineer-Stormwater Management	7/1/04	√	√	√	√		
	1	Chief of Engineering	11/30/04	√	√	√	√		
	1	Maintenance Worker II	4/29/05	internal recruiting	√	√	√	√	
Executive	1	Town Attorney	pending	√	√	√			
	1	Mngmt. Specialist	7/1/05	√	√				
PZ&D	1	Sr. Planner (Historic Preserv)	1/11/05	√ readvertised	√	√	√	√	
	1	Planner	3/18/05	√	√	√	√	√	
	1	Admin. Associate II	4/15/05	external recruiting began on 5/5	√	√	√	√	√
	1	Admin. Associate I	6/20/05	Internal recruiting/ Pilot Program					
P&R	1	Maintenance Supvr./ Recreation Facilities	5/26/05	√	√				
Police	1	Police Records Asst.	2/24/05	√	√	√	√		*To be re-advertised
	5	Police Officer I	4/7/05	√	√	testing held on 5/21	Backgrou nd invest. stage		
Utility Lines	1	Office Associate I	5/6/05	√	√	√			
Total	18								

*On hold = Department is not actively recruiting this position.

** Position has been offered and accepted, but candidate has not yet started.

*** There is also an additional part-time Parking Enforcement Officer being advertised through the Finance Dept. and a part-time Library Associate position being advertised through the Balch Library. Also, there are interviews taking place for a part-time Office Associate I position and a temporary part-time Office Associate I position for the Human Resources Department.

John A. Wells